

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN  
(Official Minutes)

MONTHLY MEETING of the PARK COMMISSION  
Wednesday, June 15, 2011

Chairperson Cindy Wilson called the meeting of the Park Commission to order at 6:04 pm in the Meeting Room at the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Park Commissioners present:** Laura Coates, Gail Hibbard, Trustee Wilson, Dan Green

**Park Commissioners absent:** Sharon O'Brien, Sharon Conklin, Sarah Lobdell

**Also present:** Library Director Nancy Krei, Village Clerk Dennis Martin, Big Foot Recreation District Director Chuck Thiesenhusen, Geisela Witt, Director of Public Works Craig Workman

**Approval of Minutes**

Hibbard/Green 2<sup>nd</sup> made a MOTION to approve the minutes for the meeting held May 18, 2011, as presented, and the MOTION carried without negative vote.

**Announcements**

**Big Foot Recreation District Summer Program Pops Band Performance in Reid Park or Municipal Beach – Saturday, June 25, 2011, 7:30 PM**

Big Foot Recreation District Director Chuck Thiesenhusen stated that the director of the summer program pops band would like to hold on a public concert on the municipal beach prior to the movie on Saturday, June 25, 2011 at about 7:30 pm. Thiesenhusen stated that the band will feature about 50 to 60 local students in the 5<sup>th</sup> through 12<sup>th</sup> grades. Thiesenhusen stated that the band director will bring the necessary platforms and all the chairs that will be needed for the concert. The Park Commission members had no concerns with the proposed concert and thanked Thiesenhusen for organizing the summer entertainment programs.

**Geneva Lake Conservancy Annual Conservation Easement Monitoring Tour of Hildebrand Conservancy – Tuesday, June 28, 2011, 10:00 AM**

Geneva Lake Conservancy Manager of Land Protection and Operations Lynn Ketterhagen will be conducting the annual compliance monitoring tour of the conservancy on June 28, 2011 at 10:00 am, and the Park Commission members are invited to participate.

**Visitors Heard**

None

**General Business**

**Park House Use**

The Park House was used 10 times in May 2011.

**Treasurer's Report**

The updated treasurer's report as of May 31, 2011 was presented by Wilson. Wilson stated that she will get a clarification on exactly how much is still owed to pay back the cost of the pirate ship at Little Foot Playground, and how much more is pledged by the Big Foot Lions Club. Wilson stated that she was not sure if the Park Commission would be running a fourth annual Pig in the Park fund-raising event this Labor Day weekend. Green stated that he and Administrator/Treasurer Kelly Hayden are planning to meet later this month to go over the initial planning details. Green stated that the volunteer signup sheets are usually distributed in August for the pig roast, which is held the Saturday of Labor Day weekend – which is Saturday, September 3, 2011.

**Plan Commission Report**

Martin stated that the Village Board and Plan Commission will hold a joint meeting on the Chapter 17/18 rewrite project on June 27, 2011 at 6:00 pm. The Plan Commission also will hold public hearings at its monthly meeting on June 27, 2011 beginning at 5:30 pm for Conditional Use Permit applications for proposed driveway entry pillars at 305 Stearns Road and at 107 St. Andrews Trail.

## **Public Works Report**

Workman stated that working with Blackstone Landscape, Inc. on the green space management duties this summer has been going well in general, but adjustments are still being made. Wilson asked Workman to have Blackstone address the restrooms/pavilion building in Reid Park, where leaves are still piled up in back of the building and where the garden is in bad shape. Coates stated that the Fontana Boulevard medians look great with the sightlines cleared and the flower beds altered from previous years. Coates stated that the medians look beautiful and the project has created safer driving conditions.

## **TID Maintenance – Items/Update**

The report was updated to indicate the completion of the Fontana Boulevard project. Martin will add the work at the Reid Park restrooms/pavilion building to the list. Hibbard stated that there are about 20 dead trees at the Duck Pond that also will have to be replaced. Workman stated that the contractor suggested replacing the dead oak trees, which are still under warranty, with another species because of the gravel-based soil conditions. Workman stated that a service berry or a maple species were suggested. Workman stated that some of the oaks trees planted at the Duck Pond are doing fine, but oak trees are tough trees to transplant in general. Following discussion, the Park Commission decided to ask Tom Vanderpoel on what species of maple or service berry trees should be selected to replace to the dead oak trees.

## **Old Business**

### **Porter Court Plaza Improvement Plan – Update on UW-Extension Soil Testing**

Hibbard stated that she and her husband obtained the information on how to mail in samples to the University of Wisconsin-Extension for soil testing, and the samples from Porter Court Plaza have been submitted. Hibbard stated that the results are scheduled to be mailed back to her by June 21, 2011 and then the Park Commission will know which trees and plants are best suited for the soil at Porter Court Plaza. Hibbard stated that she also wanted to thank the Park Commission and the Village of Fontana for authorizing the Fontana Garden Club to hold its annual Memorial Day weekend plant sale at the Porter Court Plaza. Hibbard stated that the Porter Court Plaza provided plenty of room for all the visitors and the event was a great success as the club raised about \$12,000.

### **Reid Park Gazebo Replacement Project – Update on Contract Approval**

The Village Board approved a motion at its June 6, 2011 meeting to authorize a \$24,900 contract with Big Foot Construction and Consulting, Inc., Fontana, to construct a 27-foot-wide gazebo on the existing cement base in Reid Park. The material acquisition and construction will take four to six weeks.

## **Park Walks Report**

The 20 dead oak trees at the Duck Pond Recreation and the landscaping work around the building and garden at the Reid Park bathrooms/pavilion building were addressed earlier in the meeting. There are also two dead trees in the Hildebrand Nature Conservancy that need to be replaced; one at the Mill Street entrance to the walking path and one by the bridge. Hibbard stated that garlic mustard also has grown out of control in the Hildebrand Nature Conservancy and it looks terrible. Workman stated that it is a two- to three-year project to abate garlic mustard as it is a very tough invasive species. Wilson directed Workman to discuss the garlic mustard abatement with Blackstone Landscape, Inc. and to have a cost estimate prepared for consideration at the upcoming 2012 budget planning meetings. Workman reported that the buckthorn at the Fontana Fen was recently addressed by Vanderpoel.

## **Job Description for On-Call Park Commission Arborist**

Wilson stated that she has put more thought into the proposal she presented last month and she thinks that if a project is proposed with significant tree removal included, an independent arborist can be called in to review the proposal submitted by the applicants' arborist. Wilson stated that the proposal for an on-call arborist is not necessary. Martin stated that when Conditional Use Permit applications are filed for the cutting down of protected trees or a Tree Removal Permit application is filed for a "significant" tree, the Park Commission representative on the Plan Commission could request a review by an independent arborist if there are concerns. The Park Commission could also direct the Building and Zoning Department to provide notification when a significant tree is proposed to be cut down in a Tree Removal Permit application.

## **New Business**

**Geneva Lake Women’s Association Oktoberfest Proposal – Tabled 5/18/11**

Geisela Witt and another member of the GLWA were at the meeting to get initial feedback for a proposed Oktoberfest event to be held in Reid Park on Saturday, September 29, 2012, from approximately 4:00 pm to midnight. Witt stated that the GLWA has been a non-profit charitable organization in the Geneva Lake area for the past 45 years and the group has planned and operated numerous fund-raising events. Witt stated that the proposal is for an authentic Oktoberfest celebration for people 21 years and older that will feature German beer and food, dancers, vendors and a traditional German band. Witt stated that she wanted to solicit initial feedback and seek guidance on the approval process and related fees. The Park Commission members were in consensus that the proposal was a great idea for Reid Park and that it would support the GLWA by recommending a waiver of the park use permit and Temporary Liquor License application fees for the nonprofit organization. The GLWA would be responsible to reimburse the village for any extra expenses that the DPW crew, police department and fire department employees may have to work for the event. The Park Commission directed the GLWA to meet with Village staff to file for a special event permit for Reid Park and for a Temporary (Picnic) Beer and Wine License for the September 29, 2012 proposed event.

**Any Other Comments/Concerns**

None

**Adjournment**

Hibbard/Coates 2<sup>nd</sup> made a MOTION to adjourn the meeting at 6:54 pm, and the MOTION carried without negative vote.

Note: These minutes are subject to further editing. Once approved by the Park Commission the official minutes will be on file at the Fontana Village Hall.

Approved: 7/20/2011